

Corporation Counsel

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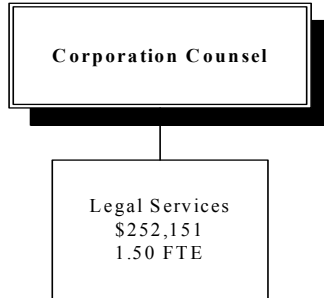
Our Mission

To provide efficient legal representation to the Washtenaw County Board of Commissioners, Administration and Departments to ensure compliance with existing federal, state and local laws.

Our Vision

Corporation Counsel will provide more efficient legal services to the County and reduce the cost of doing business by handling all legal matters in-house.

How We Are Structured:



Corporation Counsel Services We Provide (Programs)

Legal Services

To provide or manage timely and efficient legal services for Washtenaw County government.

Corporation Counsel

What We Do➔

(Process/Activities)

Legal Services

Contract negotiation and review
Education for County Departments

Legal Opinions

Litigation

Mandated Services

What We Produce➔

(Outputs)

Contracts successfully negotiated and/or reviewed

The high-risk departments in the County are fully educated on status of the law as it applies to their jobs

Legal knowledge accumulated quicker and more efficiently

Litigation administered and handled successfully

Mandated services fulfilled.

How Efficient Are We

(Process Measures)

Measurement	2002	2003	2004	2005
Percentage of opinions delivered within 10 days of receipt	95%	95%	95%	95%
Percentage of claims settled/resolved within the set reserve	95%	95%	95%	95%
Number of complaints from Board of Commissioners concerning quality and timeliness of service				
Number of claims or lawsuits with adverse judgments entered against the County	0	0	0	0

Who We Serve➔
(Customers)

Board of Commissioners
County Departments

What We Are Accomplishing
(Outcomes)

Legal Services
County actions comply with existing law
County Departments comply with existing law.
Lawsuits against the Board favorably resolved.
Lawsuits against the County of Washtenaw favorably resolved.
Provide effective legal advice and mandated parliamentary advice to Board of Commissioners

Who We Work With
(Partners)

Departments, Contract User Groups, Vendors
Risk Management, Outside Legal Counsel

How Effective Are We
(Program Measures)

Measurement	2002	2003	2004	2005
Number of lawsuits filed against BOC alleging wrong-doing by the Board	0	0	0	0
Number of Complaints by BOC against Corporate Counsel for failing to give proper legal advice or parliament services	0	0	0	0
Adverse judgments entered against the County				

Corporation Counsel

POSITION TYPE	No. POSITIONS	No. POSITIONS	No. POSITIONS	No. POSITIONS
	1-1-2002	1-1-2003	1-1-2004	1-1-2005
MANAGERIAL	1.00	1.00	1.00	1.00
PROFESSIONAL	0.83	0.83	0.50	0.50
SUPPORT	0.00	0.00	0.00	0.00
Total	1.83	1.83	1.50	1.50

EXPENDITURES	2002 Actuals	2003 Adopted	2004 Requested	2004 Adopted	2005 Adopted
Personal Services	187,241	187,412	192,153	170,211	180,006
Supplies	13,929	6,731	6,731	6,731	6,731
Other Services	12,109	10,371	10,371	10,371	10,371
Internal Service Charge	45,226	45,226	64,838	64,838	64,838
Capital Outlay	0	0	0	0	0
Transfers Out	0	0	0	0	0
Total	\$258,504	\$249,740	\$274,093	\$252,151	\$261,946

VARIANCE ANALYSIS

Personal Services: Salary and fringes reflect the cost increases from the labor contract agreements and estimated fringe rates for 2004 and 2005. The total reduction is due to the elimination of a shared clerical position (.33 FTE).

Internal Service Charges: Change due to allocation of indirect cost recalculation on annual basis.

EXPENDITURES

